

Creating a New Account in Pathways

Create a New Account in Pathways

Step	Direction
1	Copy and paste the Pathways link (https://learning-dgs.csod.com/client/learning-dgs/orim.aspx) into Google Chrome browser. Pathways works best using Google Chrome.
2	Click on Create an Account . You will be directed to the self-registration page.

Pathways Log In Page

learning-dgs.csod.com/client/learning-dgs/orim.aspx

PATHWAYS
LEARN. GROW. CHANGE. REPEAT.

Welcome to DGS Pathways Learning Portal. Please sign in to access your learning.

Username

Password

Login

Don't have an account? [Create an account](#)

[Forgot Username?](#) | [Forgot Password?](#)

Need help? DGSPathways@dgs.ca.gov

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* Are required fields.

Step	Direction
*3	Enter your first name in First Name.
*4	Type your last name in Last Name.
*5	Type your Email Address in Email Address. You will receive email notifications from Pathways regarding your classes and your email address will be your Username.
6	Type your classification/working title in Classification/Working Title.
*7	Select your Department Name using the drop down.
8	Type your office/unit name in Office/Unit name.
9	If you are a Training Coordinator, check the box.
*10	Type your work phone number in Phone Number.
11	Type your work address on Address Line 1.
12	Type your work office city in City.
13	Type the state where you work in State.
14	Type the zip code of your work in Zip Code.
15	Select your Entity Type. (Example: State employees select State).
16	Your email address (provided in Step 5) will automatically populate as your Username.
*17	<p>Type your new password in New Password.</p> <p>Passwords must:</p> <ul style="list-style-type: none"> • Contain both upper and lower case letters • Contain alpha and numeric characters. • Be 8-20 characters • Contain at least one special character <p>Passwords cannot:</p> <ul style="list-style-type: none"> • Have leading or trailing spaces • Be the same as the Username, User ID, or email address
*18	Type the same password from Step 17 in Confirm Password.
19	Check the box that says <i>I'm not a robot</i> to complete the reCAPTCHA.
20	Click Submit . You will receive a verification email from noreplyPathways@dgs.ca.gov to complete your registration.

Self-Registration Page

* Required Field

* First Name: 3

* Last Name: 4

* Email Address: 5

Classification/Working Title: 6

* Department Name: 7

* Office/Unit: 8

If you are a Training Coordinator, check this box: ☐ 9

* Phone: 10

Address Line 1: 11

Address Line 2:

City: 12

State: 13

Zip: 14

* Entity Type: 15

* Username: 16

* Passwords must contain both upper and lower case letters.

* Passwords must contain alpha and numeric characters.

* Passwords must be 8 - 20 characters.

* Passwords cannot have leading or trailing spaces.


* Passwords cannot be the same as the Username, User ID, or email address.

* Passwords must contain at least one special character.

* New password: 17

* Confirm password: 18

Already a user? [Login here](#)
Return to Browsing? [Click here](#)

☐ 19 I'm not a robot 

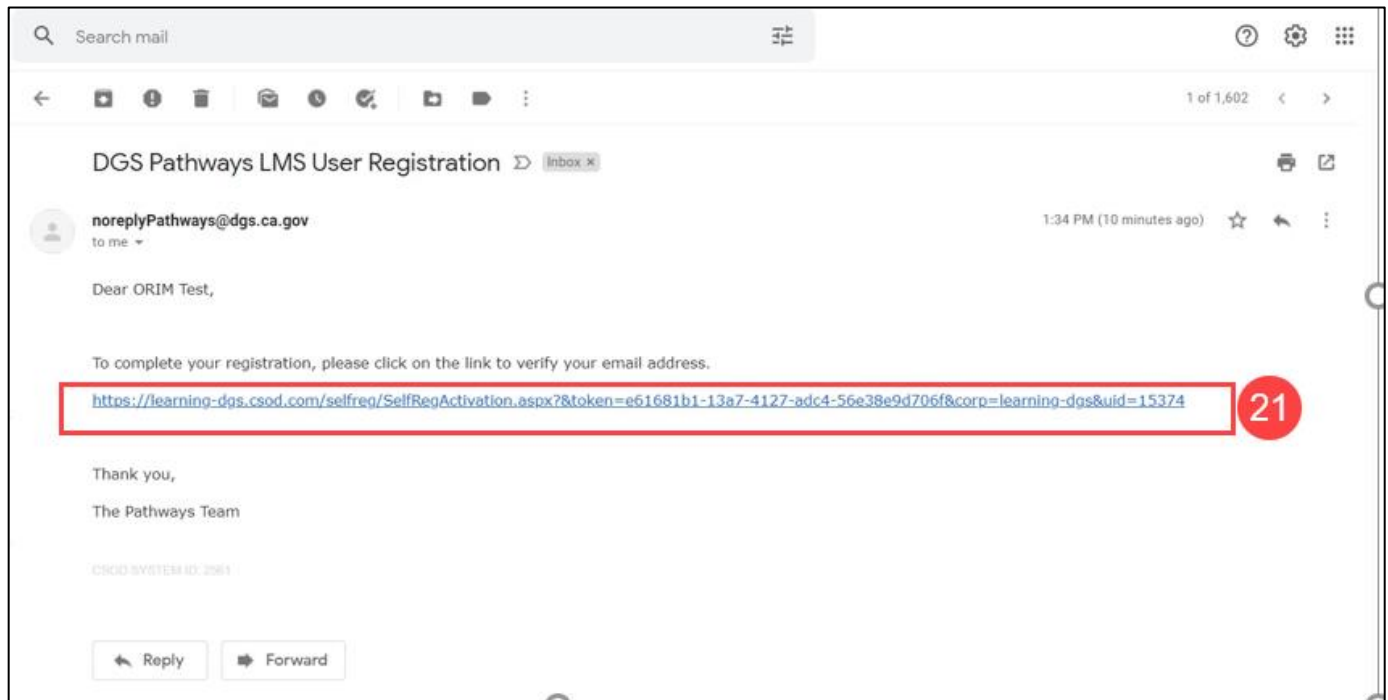
20

Thank you for your registration.

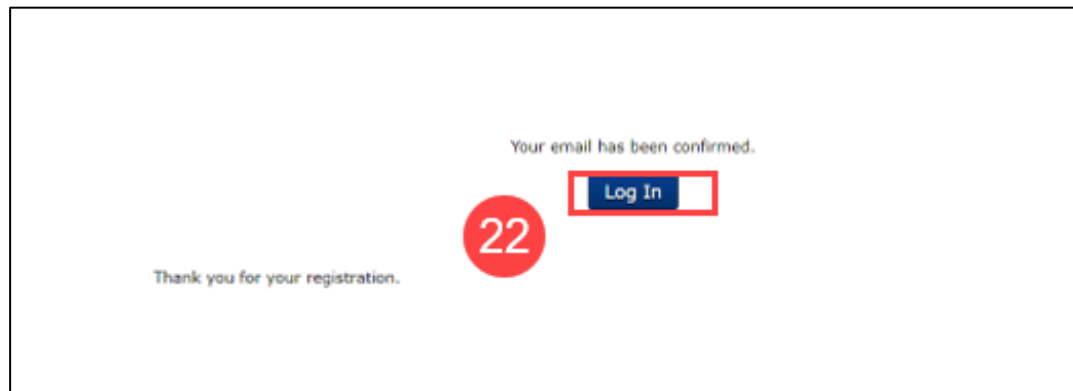


Step	Direction
21	In the email, click on the link . Your email has now been confirmed.
22	Click on the Log In button which will direct you to the log in page.

Email from noreplyPathways@dgs.ca.gov – click on the link



Your email has been confirmed



Step	Direction
23	Type your email address in Username.
24	Type your password in Password.
25	Click on Login. The Pathways Welcome page will open.

Log in Page

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Welcome to DGS Pathways Learning Portal. Please sign in to access your learning.

23 Username

24 Password

25 Login

[Forgot Password?](#)

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